

# 'Around the Grounds' WPS Newsletter

Monday 4th March, 2019

*RESPECT \* RESPONSIBILITY \* COOPERATION \* HONESTY \* CARE & COMPASSION*

## **NOTICES GONE HOME TODAY**

**Please check your child's bag!**

**Hot Cross Bun Day and Bunraiser**

**Westmeadows PS Drink Bottle for sale**

**MANY, MANY THANKS**

To:

**BELINDA LOWDEN**  
for donating Zooper  
Doopers for our special  
days.

**PETER GROSSI**  
For donating heaps of  
stationary items.

**TUESDAY 5TH MARCH**  
Student Banking

**WEDNESDAY 6TH MARCH**  
Foundation Testing (LAST DAY)

**THURSDAY 7TH MARCH**  
House Cross Country

**FRIDAY 8TH MARCH**  
Gr 5/6 I.S.S. versus Good Shephard  
(Away Match)

**MONDAY 11TH MARCH**  
LABOUR DAY—PUBLIC HOLIDAY

**TUESDAY 12TH MARCH**  
Student Banking  
Foundation students start full time

**WEDNESDAY 13TH MARCH**  
GRIP Leadership Conference

**THURSDAY 14TH MARCH**  
Zooper Dooper Day  
9.30—10.30am Foundation  
Grandparents and Special Friend Day

**FRIDAY 15TH MARCH**  
Gr. 5/6 I.S.S. versus Sirius (Home  
Match)

**MONDAY 18TH MARCH**  
CURRICULUM DAY—NO students  
attend school

### **EMAIL**

[westmeadows.ps@edumail.vic.gov.au](mailto:westmeadows.ps@edumail.vic.gov.au)

### **WEBSITE**

# Ms. D's Diary

Welcome to Week 6!

Firstly, a very big thank you to those who attended last week's Parent/Teacher Interviews for children who are in Grade One - Six. Teachers find these early meetings invaluable for learning more about your child, establishing connections and setting expectations. Please remember that if you ever have any queries or questions about your child's academic or social progress a meeting can easily be scheduled with your child's teacher.

## 2019 SCHOOL COUNCIL

I am very excited to announce that we now have our new School Council in place for 2019. Congratulations and thank you to Angela Bouas, Robert McGifford, Shireen Quirk, Melissa Wings, John Stavrinidis and Garry Payne who will all join School Council for a two year period.

### **They will be joining:**

- Lucy Wings
- Nicole Bird
- Peter Loukas
- Kylie James
- Chiarina Holmes
- Sarah Greig
- Aimee Clements
- Steve Paslawskyj
- Jane Donaldson



A very big thank you to retiring member Mr. Jean-Luc Leterme ~ parent of Nadia who is now in Grade 6. On behalf of the Westmeadows School Community I thank you for your dedication, insight and the time you have given to us over a six year period.

## TRAFFIC AROUND the SCHOOL

Once again I find myself pleading with parents and carers to do the right thing as you drive around the school particularly at drop off and pick up times. Unfortunately we have had a few near misses and also some frustrated exchanges between adults. Please take note of the following:

- Obey all road signs.
- If using the 2 **minute zone** – the driver is not to get out of the car. For safety reasons, all children should exit kerbside.
- Shadforth Street is a nightmare and you will be fined for queuing in line waiting to collect and drop off at the two minute zone. (This is classified as double parking). Council committed funds in their 2018/2019 Budget to redesign traffic flow. This followed an intense campaign by our School Council. To date we have not heard when this is to be scheduled.
- *Council have also approved the next Unit Development in Shadforth Street. This will only make the traffic problem even worse.*

If you are as frustrated as School Council and staff with the traffic situation in Shadforth Street would you please send an email outlining your concerns to the following Meadow Valley Ward Councillors:

Cr Naim Kurt (also Deputy Mayor)	<a href="mailto:NaimK@hume.vic.gov.au">NaimK@hume.vic.gov.au</a>
Cr. Geoff Porter	<a href="mailto:GeoffP@hume.vic.gov.au">GeoffP@hume.vic.gov.au</a>
Cr. Karen Sherry	<a href="mailto:KarenSh@hume.vic.gov.au">KarenSh@hume.vic.gov.au</a>
Cr. Jana Taylor	<a href="mailto:JanaT@hume.vic.gov.au">JanaT@hume.vic.gov.au</a>

## SUPERVISE YOUR CHILD'S DEVICE TIME

The media is currently awash with new warnings for parents about children's online behaviours. This is hot on the heels of a new character called MOMO that randomly invades their screen time. Please google this for more information, but I know you will be horrified by what you read.



Life. Be in it.  
A timely reminder to please:

## STUDENT BANKING

### **Tuesday 5th March**

Angela Bouas and Stephanie Alexopoulos

### **Tuesday 12th March**

Abbey Tudhope & Kayelene Carney

### **Tuesday 19th March**

Melissa Trueman & Sarah Carr

### **Tuesday 26th March**

Lorraine James & Shirenne Grech

## CANTEEN ROSTER

Wednesday 6th March

Christy Leterme

Friday 8th March

Megan Long

Monday 11th March

Labour Day—Public Holiday

Wednesday 13th March

Joanna Jarzyna & Jaime Isho

Friday 15th March

Meagan Caldwell & Mandy Betros

Monday 18th March

Curriculum Day—No students

Wednesday 20th March

Belinda Collins

## SICK BAY

Friday 8th March

Abbey Tudhope

Friday 15th March

Melissa Trueman

Friday 22nd March

Stephanie Alexopoulos

Friday 29th March

Amanda Betros

Friday 5th April

Dora Loukas

# Our School Captains



# Kenny House



# Shadforth House



# Raleigh House



# Riddell House





## STAFF EMAILING PROTOCOL

### PURPOSE

At Westmeadows Primary School we are committed to open, honest and timely communication. We are also committed to communication being respectful, measured, sensitive and constructive. In adhering to these principles we aim to strengthen the goodwill and the positive partnership between parents and staff at the school, to enhance the wellbeing and learning opportunities for our children.

We acknowledge the potential benefits of staff and parents communicating via email, but also understand its shortcomings. This protocol is designed to establish clear expectations for both staff and parents/caregivers in the use of email as a communication tool.

### SCOPE

This policy applies to:

- o All Westmeadows Primary School Staff

### PROTOCOL

#### Guidelines

We acknowledge that email is very convenient for parents who may find it difficult to speak to school staff during regular work hours. However, our school community values a face to face meeting and phone conversations and understands that these forms of communication are preferred in many situations.

#### Implementation

#### ***Staff Expectations***

When communicating via email, staff are expected to adhere the email protocols below:

1. Emails are at their best when they are brief and informative. Issues that require a level of detailed discussion should be dealt with in person or over the phone.
2. The academic progress, learning expectations or behavioural issues related to children will not be discussed via email. Email is for information, not conversations. Discussions of this nature should be conducted over the phone at an arranged time or in person.
3. Emails should always be respectful and constructive. If the email relates to a concern or problem, it needs to be focussed on understanding the problem and finding a solution.
4. The tone or intent of emails can easily be misunderstood, especially where humour or sarcasm are involved. Be conscious of this.
5. Avoid writing in capitals.
6. The DET email system is only to be used for school related matters. They are not to be used for jokes, chain letters or commercial solicitations.
7. Please remember that email is not necessarily confidential and can be subject to Freedom of Information (FOI) regulations. Confidential information should be conveyed by phone or face-to-face.

Staff should also consider the following:

1. Email must never be used to discuss contentious, emotional or highly confidential issues. These issues should be dealt with face-to-face or by phone.
2. Email messages to parents should be consistent with professional practices for other correspondence. This includes grammar, format and salutation.
3. Staff are not expected to respond to abusive or confrontational emails and will forward them to the assistant principal and/or principal.
4. When any doubt exists, or contents of an email may be deemed to be sensitive, staff must seek the approval of the contents from the Principal.

### ***Acceptable Use of Parent Communication***

E-mail should be used for:

- General information such as; class activities, curriculum, assignments, tests, deadlines and special events.
- To arrange for a meeting/telephone call regarding a student issue including a general description of the issue e.g. "I would like to arrange a meeting to discuss your daughter's attendance."
- Follow-up on an issue that has previously been discussed.
- On-going communication about a student (as agreed) instead of a Communication Book.

### ***Unacceptable Use of Parent Communication***

E-mail should not include:

- Any discussion related to other students.
- Personal information about other students.
- Specifics about a sensitive student issue which was not initiated by the parent or had not previously been discussed with the parent. (e.g. 'I am concerned that your daughter failed the last three tests and was not at school again today.')
- Any discussion related to other staff.
- Any sensitive student information that would normally be discussed face-to-face or by phone. (e.g. I am concerned that your daughter may have a learning disability).

### ***Generic Email Response***

If a teacher believes that a topic is too sensitive for an e-mail reply, here are some generic responses:

Thank you for your e-mail. Westmeadows Primary School does not use email to discuss sensitive and/or confidential student information. In order to best address your concerns and quickly answer your questions, please feel free to call me at (insert school phone number) and I will be happy to discuss this with you further. Thank you.

Thank you for your e-mail. I feel this concern is too sensitive for email. I would prefer to speak in person regarding this matter. I will call you on (state the date and time) to discuss this matter further. Thank you.

*The school maintains email accounts for teachers to facilitate parent/teacher communication and internal staff communication. The school/DEECD reserves the right to block or filter email messages to staff that are not directly related to School/DEECD business or the School's educational mission.*

*Remember that email is a quick way to send a message, but it is not necessarily the best way to get a quick reply.*

## PARENT EMAILING PROTOCOL

### PURPOSE

At Westmeadows Primary School we are committed to open, honest and timely communication. We are also committed to communication being respectful, measured, sensitive and constructive. In adhering to these principles we aim to strengthen the goodwill and the positive partnership between parents and staff at the school, to enhance the wellbeing and learning opportunities for our children.

We acknowledge the potential benefits of staff and parents communicating via email, but also understand its shortcomings. This protocol is designed to establish clear expectations for both staff and parents/caregivers in the use of email as a communication tool.

### SCOPE

This policy applies to:

- o All Westmeadows Primary School Parents

### PROTOCOL

#### Guidelines

We acknowledge that email is very convenient for parents who may find it difficult to speak to school staff during regular work hours. However, our school community values a face to face meeting and phone conversations and understands that these forms of communication are preferred in many situations.

#### Implementation

##### ***Parent Expectations***

When communicating via email, parents are expected to adhere the email protocols below:

1. Emails are at their best when they are brief and informative. Issues that require a level of detailed discussion should be dealt with in person or over the phone.
2. The academic progress, learning expectations or behavioural issues related to children will not be discussed via email. Email is for information, not conversations. Discussions of this nature should be conducted over the phone at an arranged time or in person.
3. Emails should always be respectful and constructive. If the email relates to a concern or problem, it needs to be focussed on understanding the problem and finding a solution.
4. The tone or intent of emails can easily be misunderstood, especially where humour or sarcasm are involved. Be conscious of this.
5. Avoid writing in capitals.
6. The DET email system is only to be used for school related matters. They are not to be used for jokes, chain letters or commercial solicitations.
7. Please remember that email is not necessarily confidential and can be subject to Freedom of Information (FOI) regulations. Confidential information should be conveyed by phone or face-to-face.

Parents should also consider the following:

1. Only communicate non-urgent messages via email. Send only non-vital messages via this medium. E.g. do not use email to inform your teacher that your child is to wait for you at the office after school or meet you somewhere when the day ends. A teacher may not have time to read your message in a timely fashion.
2. When agreed between the teacher and the parent (following a face-to-face or phone conversation) email may be used as a form of regular communication about a student's day at school (in place of a communication book).
3. Emails that are sent to staff will only be responded to between the hours outlined in the Government School Agreement 2017 (Monday-Friday 8:50am – 4:45pm) and could take up to 48 hours depending on work load, weekends and school holidays.

*The school maintains email accounts for teachers to facilitate parent/teacher communication and internal staff communication. The school/DEECD reserves the right to block or filter email messages to staff that are not directly related to School/DEECD business or the School's educational mission.*

*Remember that email is a quick way to send a message, but it is not necessarily the best way to get a quick reply.*



## MOBILE DEVICES

There is no doubt that technology is moving rapidly and the capacity of devices is truly amazing. For this reason, all devices that have a capacity to capture photos, make phone calls, make and receive messages need to be signed into the office if they are brought to school.

Such examples include:

- Mobile phones
- Smart Watches
- Tablets / iPads

This procedure follows two of our School Policies:

- Personal Property Policy
- Mobile Policy

Both Policies have been attached for your reference.

This year the most noticeable new trend has been for the children to wear Smart Watches to school. In line with our policies, we are directing students to sign in and leave the device at the office. They are then housed in the security room throughout the day. The children can then collect their property at the end of the day.

## PERSONAL PROPERTY POLICY

### Purpose

To explain Westmeadows Primary School policy in relation to personal property and to ensure that special or valuable items of personal property are not brought to school.

### Scope

This policy applies to all school activities, including camps and excursions.

### Policy

Westmeadows Primary School understands that staff and/or students may sometimes like to bring items of personal property to school.

The Department of Education and Training does not have insurance for personal property of staff, students and visitors. Westmeadows Primary School does not take responsibility for items of personal property that are lost, stolen or damaged at school or during school activities. Damage to personal property brought to school is the responsibility of the owner of that property.

Westmeadows Primary School encourages staff and students not to bring items of value to school, or to obtain appropriate insurance for such items.

If students bring items of value that exceed \$50 to school, they will be confiscated and stored securely at the School Office until the end of the day, when the items may be collected by the student and/or parent.

## MOBILE PHONES

### Purpose

To explain to our school community Westmeadows Primary School policy requirements, and expectations regarding the safe and appropriate use of mobile phones by students, at school or during school activities.

### Scope

This policy applies to all students at Westmeadows Primary School.

### Policy

Westmeadows Primary School understands that students may bring a mobile phone to school, particularly if they are travelling independently to and from school or to extra-curricular activities. During school hours, mobile phones and like devices must be taken to the School Office to be stored securely throughout the school day.

### Insurance

Students are responsible for their mobile phone. Please note that the Westmeadows Primary School does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including mobile phones that may be brought to school. Students are responsible for items brought to school.

### Camps and excursions

Students will not be allowed to bring their mobile phones on overnight school camps or excursions. Westmeadows Primary School will provide students and their parents and carers with information about items that can be brought to special activities and events, including mobile phones.



**Coordinator:** Sheriden Tate  
**Assistant Coordinator:** Gail Jeffs  
**Educators:**  
Andrea Nugent  
Melissa Herron  
Amanda Kirk  
Kyle Henry  
**OSHC Mobile:** 0404 883 974

### Child Care Subsidy

Are you receiving the correct Child Care Subsidy? The easiest way to check your status and update your family income estimate and activity test is by using your Centrelink online account through [myGov](#), or the [Express Plus Centrelink app](#). If your estimate is lower than your actual income, you may get a debt, which you will have to pay back.

If you overestimate and do not get enough subsidy, Centrelink will pay any outstanding amount directly to you. This is done when they balance your payments after the end of the financial year.

### Activities

Along with our upcoming activities the children are continuing with their All about Me activities including their self-portraits (check out our display).



We've recently had a number of visitors to our room including several of the large 8 legged variety which has provided a great conversation starter on insects, reptiles and nature with the children eager to share their knowledge, stories and experiences



### Important Dates 2019

#### TERM DATES 2019

- Term 1  
January 30 – April 5
- Term 2  
April 23 – June 28
- Term 3  
July 15 – September 20
- Term 4  
October 7 – December 20



## Mark Your Calendar

» UPCOMING EVENTS

#### PUPIL FREE DAYS 2019

- Monday March 18<sup>th</sup>
  - Friday April 26<sup>th</sup>
  - Monday June 24<sup>th</sup>
  - Monday November 4<sup>th</sup>
- OSHC does not operate on Pupil Free Days

#### PUBLIC HOLIDAYS 2019

- March 11<sup>th</sup>
- April 22<sup>nd</sup>
- April 25<sup>th</sup>
- June 10<sup>th</sup>
- November 5<sup>th</sup>

September to May are Sun Smart times  
All OSHC Children require a Sun Smart hat for outside play



## Looney about Looms

The craze is back



Looms have had a resurgence and are currently a popular activity. Great for hand eye coordination and fine-motor skills especially for the younger children and it was awesome to see the older children taking younger ones under their wings and showing them how to make looms.



Many of the children who attend OSHC love to create and design. Here we have some future Fashion Designers at work



SEW GOOD



# WPS OUT OF SCHOOL HOURS CARE

## UPCOMING ACTIVITIES

BEFORE SCHOOL CARE					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
ROOM ACTIVITIES	ALL ABOUT ME - Self Portraits				
	Wooden Dolls				
	JIGSAW PUZZLES	MOBILO	BOX CONSTRUCTION	K'NEX	FAIRY, DRAGONS Fantasy play
GYM ACTIVITY	LINE TIGGY	DODGE BALL	FREE PLAY	MARCO POLO	OCTOPUS

AFTER SCHOOL CARE PLANNED ACTIVITIES FROM 4PM					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
ROOM ACTIVITIES	ALL ABOUT ME- Self Portraits				
	Wooden Dolls				
	DRESS UPS	MAGNETIC POLYDRONS	BIG BLOCKS	RESTAURANT	MOVIE NIGHT
GYM ACTIVITY	BIG BLOCKS	MARKERS UP SKIPPING	BASKETBALL	TENNIS BADMITON	FREE PLAY
OUTDOOR ACTIVITY Weather Permitting	FREE PLAY (OVAL)	PLAY GROUND	BUG CATCHING	KICK TO KICK	SANDPIT PLAY

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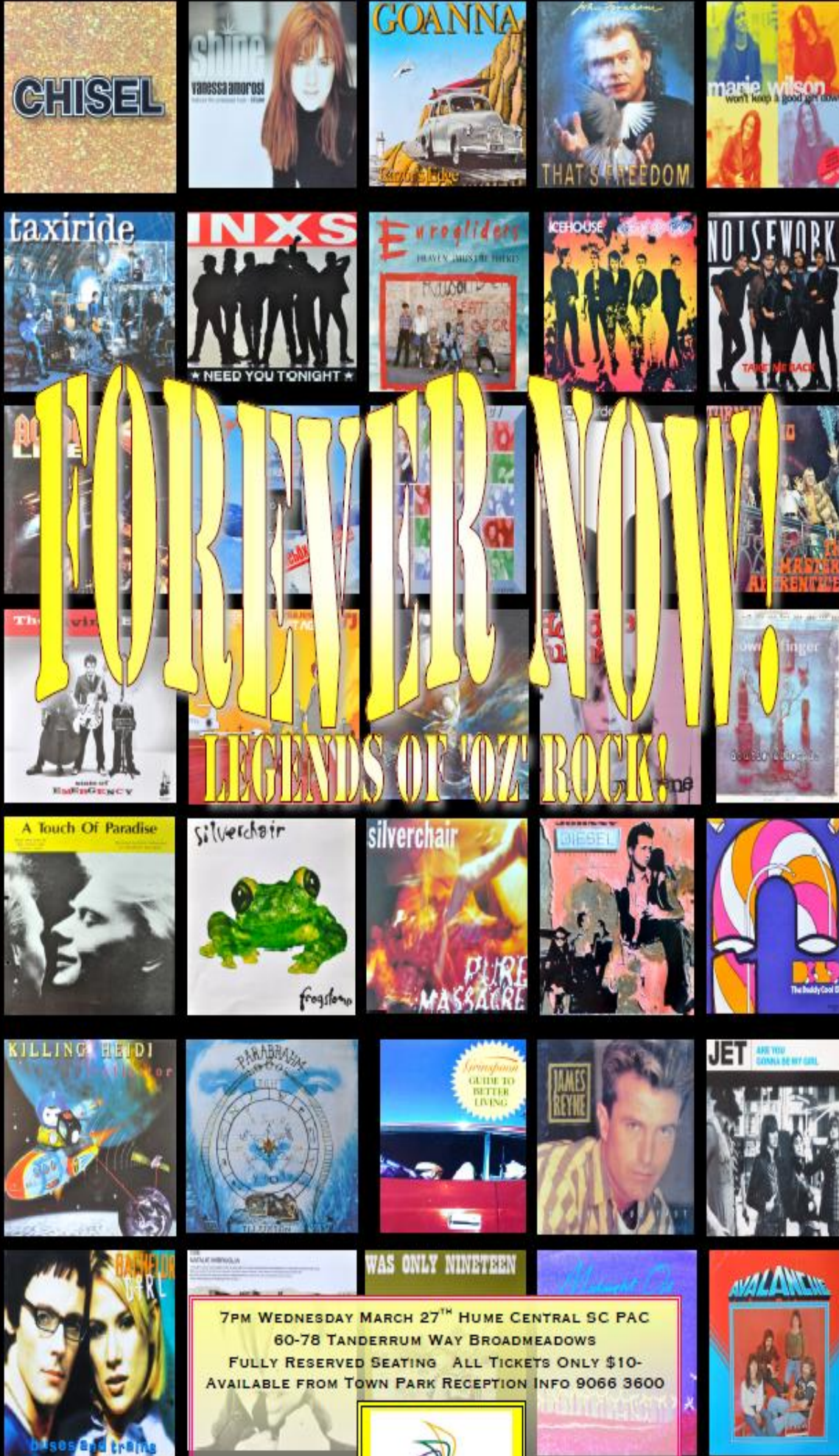
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**COMMUNITY CONNECTIONS**

# COMMUNITY CONNECTIONS



7PM WEDNESDAY MARCH 27<sup>TH</sup> HUME CENTRAL SC PAC  
60-78 TANDERRUM WAY BROADMEADOWS  
FULLY RESERVED SEATING ALL TICKETS ONLY \$10-  
AVAILABLE FROM TOWN PARK RECEPTION INFO 9066 3600



CSEF ACCEPTED!

# ADVERTISEMENTS



.....  
**COME BE A PART OF  
 WESTMEADOWS FC 2019**

**SEASON STARTS APRIL 7TH**

**TRAINING WEDNESDAY & FRIDAY**

We have a the following vacancies left in each of our junior teams.

Let us know if you would like to fill one of the remaining spots. Join in the action for #WestyTigers

To find out more please send an email to [juniors@westmeadowsfc.com.au](mailto:juniors@westmeadowsfc.com.au)

Team	Years
U11 Boys/Girls	2008 - 2009
U13 Boys	2006 - 2007
U15 Boys/Girls	2004 - 2005

Facebook/Wall.com

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Karate Victoria State Coach

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## BASKETBALL CAMPS



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**COBURG BASKETBALL STADIUM** | **MON 15<sup>TH</sup> & TUES 16<sup>TH</sup> APRIL 2019**  
25 OUTLOOK RD, COBURG NORTH | 9.30AM - 3PM

**ALL LEVELS | BOYS & GIRLS | 6-12 YEARS** | \$159 \*\$139 IF PAID BY 15<sup>TH</sup> MARCH 2019



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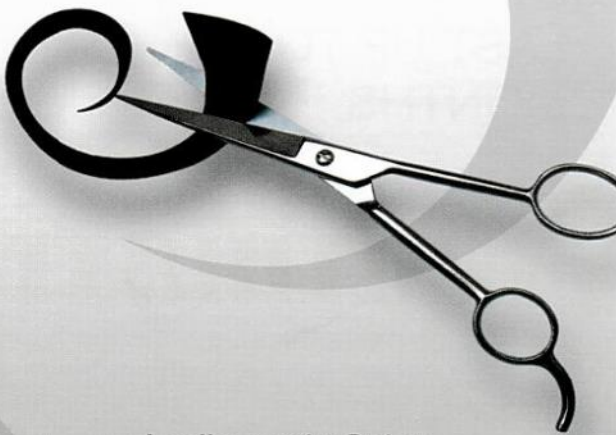


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